

EMORY HEALTHCARE

Employee Education Plan Summary for LPN to BSN Program at Georgia State University

Eligibility

- Active Regular full time 36+ hrs or regular part time 20+ hrs
- Waiting period for undergrad is one year of employment
- Required performance advantage rating of Fully Meets Expectation or better
- Work commitment is 1 year for undergrad

Program of Study

- LPN to BSN Direct Pay Program at Georgia State University/Georgia Perimeter
- Effective July 1, 2015, tuition paid towards an Associate Degree in nursing will not be reimbursed
- Must earn credit hours towards the LPN to BSN degree and a Grade of "C" or above to receive reimbursement
- Pre-reqs are not eligible for reimbursement

Reimbursement Amounts

- Reimbursement amounts will be directly paid to Georgia State University
- **Employees will be responsible for any balance due after reimbursement has been applied to Georgia State**
- Regular full time employees
 - Eligible for 80% reimbursement of tuition charges only, which will be paid to Georgia State at the end of each semester up to a maximum amount of \$5,250 per calendar year or 18 credits hours; whichever you reach first.
- Regular part time employees
 - Eligible for 40% reimbursement of tuition charges only, which will be paid to Georgia State at the end of each semester, up to a maximum amount of \$2,625 per calendar year or 18 credit hours; whichever you reach first.

Request for Reimbursements

- Let your manager know of your interest in the Georgia State University LPN to BSN degree program
- Once you are admitted to Georgia State University's LPN to BSN program you must submit a Emory Healthcare's Employee Education Plan application online through **e-Vantage** before **each** semester begins:
 1. Log on to **E-Vantage**
 2. Click "Self Service"
 3. Click "Benefits"
 4. Click "Education Benefits"
 5. Click "Employee Education Plan"
 6. Click "Employee Education Plan Application"
 7. Enter User name and Password
 8. Click "Apply for Reimbursement"
 9. **NOTE:** Under "Degree Sought" – Click drop down box and select "LPN-BSN" (this option will not be available until July 2020)

Please read Employee Education Plan Policy #EHC-HR-501 for further details. If you have any questions about the policy, do not hesitate to contact the Employee Resource Center at 404-686-6044 or email EHC.HR/Benefits@emoryhealthcare.org